

Subject: Fwd: Special Event Permit for Parking Lot 735 at 5th and Mesa in San Pedro
From: Gianine Rizzi <grizzi@sanpedrobid.com>
Date: 06/26/2017 03:41 PM
To: Lorena Parker <lparker@sanpedrobid.com>

FYI- I already emailed CD15 to make sure we get the approval expedited.

Keep you posted.

----- Forwarded message -----

From: "Gianine Rizzi" <grizzi@sanpedrobid.com>
Date: Jun 26, 2017 10:01 AM
Subject: Special Event Permit for Parking Lot 735 at 5th and Mesa in San Pedro
To: <arnil.aguilar@lacity.org>, <rauhman.lavergne@lacity.org>
Cc:

Hello,

My name is Gianine Rizzi. I am with San Pedro Property Owners' Alliance. I am writing to learn the process to secure lot 735 on 5th St. and Mesa in San Pedro for use for a special event on Sun. Aug. 13th, 2017.

Event details are:

Lot 735 - Corner of 5th and Mesa St. in San Pedro

Date: Sat. Aug. 13th, 2017

Set-up time: 7:00 AM

Tear Down Time: 4:00 PM

Activities planned- Live music, refreshments, canopy's - aprox. 10-15.

Tables and chairs, Food truck, at least 2, bouncer for kids.

Please let me know what other information is needed to secure the permit as well as insurance required.

Thanks in advance.

Gianine Rizzi
Special Event Coordinator
San Pedro Property Owners' Alliance
[310-832-2183](tel:310-832-2183)